

- Separate the services/products into their respective service categories (telecommunications, Internet access and internal connections) and total the results of each category.
- Enter these amounts in the *Item 25 Worksheet Summary*, Section I-C in the respective service category (Numbers 9, 10, 11).
- Sum items I-C, 9 through 11 and enter this amount in #12.

## **Sections II through VI: Hardware, Professional Development, Software, Retrofitting and Maintenance**

For Sections II through VI of the worksheet, you will be asked for investment amounts in these areas for the prior Funding Year 2003 (2003-2004) and also for the investment that coincides with Funding Year 2004 (2004-2005). It is not initially necessary to document your estimates. However, in the event of a future audit, or depending on the results of our analysis, you may be asked to provide additional documentation to clarify or substantiate your estimates.

For Sections II through VI (Hardware, Software, Professional Development, Retrofitting, and Maintenance), Securing access to necessary resources for non-eligible products and services does not mean that all resources to support the purchased services must be paid for out of current year funds. Therefore, if you can demonstrate that the computers are in place, the training has occurred, or the electrical system has been upgraded as a result of investments in previous years, then those resources are available to support the purchased services. You may attach a page to the worksheet, or cross-reference the technology plan you have provided, to document that these resources are available. You may also estimate the value of donations and in-kind contributions on the worksheet, and include these values in the subtotals for each section. These can be listed on the line marked "Contributions/In Kind" for each section.

If you have submitted your E-Rate request on behalf of a school system, a library system, or a consortium, your response on these worksheets should represent the total of all of the resources available in all of the eligible entities covered by your request. For example, you would include your estimate of all of the networked computers in your school district or library system buildings that will be covered by your funding request. If, as an applicant, you have submitted multiple Form(s) 471, a single worksheet should be used to summarize the total requests for all of your Form(s) 471, and the total resources that are available to support those requests. The exception to using a single worksheet is if you are a Consortium applicant and you decide to use the disaggregate method for demonstrating compliance with your Item 25 Certification. (See the description in the box on page 4.)

### **Section II: Hardware**

Hardware includes computers, printers, fax machines, video equipment, scanners, CD-ROM drives, servers, etc., that are used to support and improve education or library service.

To use telecommunications access effectively for improved education or library service you should have computers that can take advantage of the resources available on the Internet. Legacy equipment (PCs below 486 or Macs below 040 processors) that cannot take full advantage of the Internet should not be included in the hardware available to support purchased services unless they can support text-based browsing (such as Macs with 020 processors or 386 PCs with appropriate software).

- In Section II-A, number 13a, please enter the number of computers connected to the Internet as of today. In number 13b, enter the number of computers scheduled to be connected as of June 30, 2005.
- In Section II-B, number 14a, please enter the number of servers connected to your network as of today. In number 14b, enter the number of servers scheduled to be connected to your network as June 30, 2005.
- In Section II-C, number 15a, please enter the number of data and voice drops that are currently installed as of today. In number 15b, enter the number of data and voice drops that are scheduled to be installed as of June 30, 2005.
- In Section II-D, please estimate your total expenditures for hardware during Funding Year 2003 and Funding Year 2004. Enter these numbers in Section II-D, Numbers 16a and 16b.
- Estimate the value of in-kind hardware donations received last Funding Year 2003 and expected donations in Funding Year 2004. Enter these numbers in Section II-E, numbers 17a and 17b.
- Add 16a and 17a. Enter the sum in 18a.
- Add 16b and 17b. Enter the sum in 18b.

If you have made a significant investment in technology prior to Funding Year 2003, please summarize the resources that are already in place in the section titled, *Resource Plan: Fax Back Page 2*. Please also describe any other resources to support this area that are not represented on the *Item 25 Worksheet*, but of which we should be aware. If you have applied for matching funds or grants from other sources that have not yet been approved, please note that as well.

### **Section III: Professional Development**

Professional Development, which is not eligible for E-rate discounts, is necessary to ensure that you are prepared to make effective use of purchased services. Professional development should provide for ongoing and sustained training for not just the technical staff, but teachers or librarians as well.

Your budget should provide for professional development that goes beyond the acquisition of generic computer skills to include mastery of technology applications specifically designed to improve teaching, learning or library service. Training that is limited to the acquisition of basic computer skills is not sufficient. Training should be coordinated with the availability of appropriate technology in the school, classroom, or library.

The following are possible professional development costs that might have been incurred by your organization: seminars and conferences; faculty hired to conduct in-service or on-site training; technology related courses attended by your staff and paid for by your organization; books and other instructional materials; and full time professional development staff. Peer tutoring and peer monitoring is another method for delivering training, and you may include this in your estimate of Professional Development Contributions and in-kind donations. However, for these purposes, please do not include any non-technology course costs.

- Estimate the percent of your instructional or library service staff that have been trained to use technology to improve education or library services and list the results in Section III-A Staff Training Hours (the combined total should equal 100%). Please note that here we are looking for the CURRENT percentages of teacher or librarian training.

- Estimate the value of your professional development expenditures for Funding Year 2003 and Funding Year 2004. Enter these numbers in 20a and 20b.
- Estimate any in-kind or pro-bono professional development received in Funding Year 2003 and any anticipated during Funding Year 2004. Enter these numbers in 21a and 21b.
- Add 20a and 21a. Place the sum in 22a.
- Add 20b and 21b. Place the sum in 22b.

If you have made a significant investment in professional development prior to Funding Year 2003 please summarize these resources in the section titled, *Resource Plan: Fax Back Page 2*. Please also describe any other resources to support this area that are not represented on the *Item 25 Worksheet*, but of which we should be aware. If you have applied for matching funds or grants from other sources that have not been approved yet, please note that as well.

#### **Section IV: Software**

Some software (such as productivity tools, curriculum software, library content, etc.) is not eligible for discounts, but is necessary to make effective use of the purchased services. (Software to operate a network server is eligible and would be included in Connectivity above).

- Estimate the value of your software expenditures for Funding Year 2003 and Funding Year 2004. Enter these numbers in 23a and 23b.
- Estimate any in-kind contributions of software products received during Funding Year 2003 and any anticipated contributions during Funding Year 2004. Enter these numbers in 24a and 24b.
- Add 23a and 24a. Place the sum in 25a.
- Add 23b and 24b. Place the sum in 25b.

If you have made a significant investment in software prior to Funding Year 2003, please summarize these resources that are already in place in the section titled, *Resource Plan: Fax Back Page 2*. Please also describe any other resources to support this area that are not represented on the *Item 25 Worksheet*, but of which we should be aware. If you have applied for matching funds or grants from other sources that have not been approved yet, please note that as well.

#### **Section V: Retrofitting**

Retrofitting that may be necessary to make effective use of purchased services is not eligible for E-rate discounts, but it is necessary to make effective use of the purchased services. **Retrofitting includes electrical wiring, asbestos removal, building modifications, renovations and repairs necessary to use the requested E-rate products and services.** Retrofitting is not the costs that you incurred to upgrade your computer wiring or network hardware.

- Estimate your retrofitting investment during Funding Year 2003 and your anticipated investment for Funding Year 2004. Enter these numbers in 26a and 26b.
- Estimate any in-kind or pro-bono work in the area of retrofitting received during Funding Year 2003 or any anticipated during Funding Year 2004. Enter these numbers in 27a and 27b.
- Add 26a and 27a. Place the sum in 28a.

- Add 26b and 27b. Place the sum in 28b.

If you have made a significant investment in retrofitting prior to Funding Year 2003, please summarize these resources that are already in place in the section titled, *Resource Plan: Fax Back Page 2*. Please also describe any other resources to support this area that are not represented on the *Item 25 Worksheet*, but of which we should be aware. If you have applied for matching funds or grants from other sources that have not been approved yet, please note that as well.

### **Section VI: Maintenance**

Systems maintenance and operations costs for ineligible hardware and software, and salaries of staff are ineligible for E-rate discounts. Nevertheless, they are necessary to make effective use of the purchased services (maintenance costs for E-rate eligible equipment and services; that do not include applicant staff salaries, should be included in Connectivity above).

- Estimate your expenditures for systems maintenance and operations in Funding Year 2003 and your anticipated expenditures in Funding Year 2004. Place these numbers in 29a and 29b.
- Estimate any pro-bono maintenance or the value of donated time for maintenance during Funding Year 2003 and any anticipated during Funding Year 2004. Place these numbers in 30a and 30b.
- Add 29a and 30a. Place the sum in 31a.
- Add 29b and 30b. Place the sum in 31b

If you have made a significant investment in maintenance and operations prior to Funding Year 2003, please summarize these resources that are already in place in the section titled, *Resource Plan: Fax Back Page 2*. Please also describe any other resources to support this area that are not represented on the *Item 25 Worksheet*, but of which we should be aware. If you have applied for matching funds or grants from other sources that have not been approved yet, please note that as well.

### **Technology Plan**

Please include a copy of your technology plan that supports your funding requests made in Funding Year 2004. Your technology plan helps us better understand the resources that are available to support the funding requests that you have submitted on your Form(s) 471.

## Technology Implementation Level Worksheet

- In column A, list the number of schools or libraries that currently fall into the technology levels described below.
- In column B, indicate where you anticipate your schools/libraries to be as a result of the technology requests you made on your Funding Year 2004 Form(s) 471.

If you are responding on behalf of a consortium, a school district or a library system that has schools or libraries (outlets/branches) at different levels, please list the number of sites that are at each level.

		(A)	(B)
Please list the <i>number</i> of schools and libraries that are currently and <i>will be</i> at each level <i>after</i> the requested services are installed.		Current Number of Schools/Libraries	After 2004-2005 E-rate products/services are installed number of Schools/Libraries
Level 1	Phone Service, and Single Point Internet Access		
		Enter the above number in "Level 1 current:" on the bottom of Fax Back Page 1.	Enter the above number in "Level 1 by 6/30/05:" on the bottom of Fax Back Page 1.
Level 2	Phone Service, and multiple computers connected directly to the Internet in a networked lab or single location in a library.		
		Enter the above number in "Level 2 current:" on the bottom of Fax Back Page 1.	Enter the above number in "Level 2 by 6/30/05:" on the bottom of Fax Back Page 1.
Level 3	Phone Service, and direct Internet connection on building LAN with some classrooms networked or distributed centers in a library.		
		Enter the above number in "Level 3 current:" on the bottom of Fax Back Page 1.	Enter the above number in "Level 3 by 6/30/05:" on the bottom of Fax Back Page 1.
Level 4	Phone Service, and direct Internet connection on building LAN with access from all classrooms or library centers.		
		Enter the above number in "Level 4 current:" on the bottom of Fax Back Page 1.	Enter the above number in "Level 4 by 6/30/05:" on the bottom of Fax Back Page 1.

# ITEM 25 WORKSHEET SUMMARY: FAX BACK PAGE 1

Item 25 Worksheet Summary		Funding Year 2003 (07/01/03-06/30/04)	Funding Year 2004 (07/01/04-06/30/05)
Please Add Subtotals of Sections I through VI			
<b>Section I: Connectivity</b>			
I-A. Commitment Amount Requested			
• Telecom	1	\$1,296.00	
• Internet Access	2	\$14,924.80	
• Internal Connections	3	\$21,604.80	
<b>Total of Funding Requests (I-A)</b>	<b>4</b>	<b>\$37,825.60</b>	
I-B. Form 471 Applicant's Share			
• Telecom	5	\$324.00	
• Internet Access	6	\$3,731.20	
• Internal Connections	7	\$5,401.20	
<b>Total of Applicant Share (I-B)</b>	<b>8</b>	<b>\$9,456.40</b>	
I-C. Amounts not covered by E-Rate			
• Telecom	9	\$	
• Internet Access	10	\$	
• Internal Connections	11	\$	
<b>Total of Amounts Not Covered (I-C)</b>	<b>12</b>	<b>\$</b>	
<b>Total Connectivity (I-A + I-B + I-C)</b>		<b>\$</b>	
<b>Section II: Hardware</b>			
II-A. Number of Computers Connected	13a. #	15	13b. # 20
II-B. Number of Servers Connected	14a. #	1	14b. # 2
II-C. Number of Data/Voice Drops Installed	15a. #	21	15b. # 21
II-D. Applicant Expenditure	16a. \$		16b. \$
II-E. Contribution / In-Kind Donations	17a. \$	4,136.57	17b. \$ 2,000.00
<b>Total Hardware (II-D + II-E)</b>	18a. \$		18b. \$
<b>Section III: Professional Development</b>			
III-A. Staff Training Hours (Total 100%):			
0-5 Hrs. ____ % 5-15 Hrs. 26 % 15-25 Hrs. 55 % 25-50 Hrs. 19 % 50+ Hrs. ____ %			
III-B. Applicant Expenditure	20a. \$	-	20b. \$ -
III-C. Contribution / In-Kind Donations	21a. \$	1,449.80	21b. \$ 2,000.00
<b>Total Professional Development (III-B + III-C)</b>	22a. \$	1,449.80	22b. \$ 2,000.00
<b>Section IV: Software</b>			
IV-A. Applicant Expenditure	23a. \$	-	23b. \$ -
IV-B. Contribution / In-Kind Donations	24a. \$	500.00	24b. \$ 691.72
<b>Total Software (IV-A + IV-B)</b>	25a. \$	500.00	25b. \$ 691.72
<b>Section V: Retrofitting</b>			
V-A. Applicant Expenditure	26a. \$	84,947.61	26b. \$ 10,000.00
V-B. Contribution / In-Kind Donations	27a. \$	-	27b. \$ -
<b>Total Retrofitting (V-A + V-B)</b>	28a. \$	84,947.61	28b. \$ 10,000.00
<b>Section VI: Maintenance</b>			
VI-A. Applicant Expenditure	29a. \$	8,400.00	29b. \$ 8,500.00
VI-B. Contribution / In-Kind Donations	30a. \$	-	30b. \$ -
<b>Total Maintenance (VI-A + VI-B)</b>	31a. \$	8,400.00	31b. \$ 8,500.00
<b>Total of E-Rate Initiative (Total of Section I to VI)</b>	32a. \$		32b. \$

Technology Implementation Level (Enter Number of schools/libraries at each level from worksheet)

Level 1 current: Level 2 current: Level 3 current: Level 4 current:  
 Level 1 by 6/30/05: Level 2 by 6/30/05: Level 3 by 6/30/05: Level 4 by 6/30/05:

For Consortium applicants choosing to provide a response on a disaggregated basis:

Block 4 Entity Name: Entity Number:  
 Item 25 Worksheet Summary page: of

**Resource Plans and Investments:** On this worksheet you are asked to estimate any relevant investments in the resources you need to make effective use of requested E-rate services that happened prior to Funding Year 2003 covered on the *Item 25 Worksheet Summary: Fax Back Page 1* as well as any other resources that are available to you but which are not represented on the *Item 25 Worksheet*. Please use this space, or attach an additional page, to provide narrative information about both your plans and strategies for securing the necessary resources to make effective use of the requested services and previous years' investments in technology. You may use the space below to cross reference sections of your approved technology plan, your budget, or other relevant documentation. If you have made a significant investment in technology prior to Funding Year 2003, please summarize these resources that are already in place. If you have applied for matching funds or grants from other sources that have not been approved yet, please note it. Include all information about resources that you have available to make effective use of E-rate funding.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines, typical of notebook paper. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

**E-rate Implementation:** On this worksheet please describe your overall strategy for implementing your E-rate requests this year, noting especially any differences if not all of your facilities are at the same technology implementation level. Please give us an overall picture of what you are trying to accomplish so that we can better understand how the requested services will work in conjunction with the resources that you have identified throughout this document.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



## E-RATE IMPLEMENTATION DESCRIPTION: FAX BACK PAGE 4

### Selective Review Information Request Completion Certification

If the applicant's authorized representative completed the information in this document, please attach a copy of the letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf. For the purposes of this form, in the Employer's Name field, a consultant should enter the name of his or her consulting firm.

SECTION 1: AUTHORIZED SIGNER INFORMATION		
Name	Title	
Email Address	Telephone Office	Fax
Employer's Name		
Employer's Street Address	State	Zip Code
SECTION 2: APPLICANT INFORMATION		
Billed Entity Name Colegio Nuestra Senora del Rosario	Billed Entity Number 200599	
Funding Year 2004 Forms 471 Application Numbers 420324, 420579		
SECTION 3: CERTIFICATION STATEMENTS		
<ul style="list-style-type: none"><li>• I certify that I prepared the responses in this document on behalf of the above named entity.</li><li>• I certify that despite any budget deficits, fund-raising effort shortfalls, or other uncertainties that the funding source(s) identified for my applicant share of E-rate will not be affected.</li></ul>		
Authorized Signer's Signature	Date	
Authorized School or Library Official's Signature	Date	

#### Selective Review Information Request Checklist:

Remember to include all of the following in your response:

- ✓ Copies of signed and dated contracts relating to the Form(s) 471 for all contracted services, except those contracts that are state master contracts.
- ✓ Copies of all requests for proposals, etc., where a vehicle other than the Form 470 was used for procurement.
- ✓ Copies of all bids that were received for all funding requests.
- ✓ Complete documentation regarding the process used for selecting your service provider(s).
- ✓ Copies of any consulting agreements.
- ✓ Correspondence between the consultant/service provider and the school/library regarding the competitive bidding process and the application process.
- ✓ Copy of your technology plan that supports your funding request for Funding Year 2004.
- ✓ Fax Back Pages 1-4.
- ✓ Approved operating budget which includes both revenues and expenses or alternative budget documentation.
- ✓ Letter of agency or agreement if responder is authorized representative of the eligible entity, if required.

# SUPERINTENDENCIA DE ESCUELAS CATOLICAS

## *PROGRAMA E-RATE*

FAX (787) 272-0771

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### FACSIMILE TRANSMITTAL SHEET

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TO:	FROM:
Celia Zheng	Marieglorie Zapata
COMPANY:	DATE:
PIA Selective Review	10/18/2004
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER:
1-973-599-6515	12
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
RE:	YOUR REFERENCE NUMBER:
COLEGIO NUESTRA SEÑORA DEL ROSARIO	

---

☒ URGENT    ☐ FOR REVIEW    ☐ PLEASE COMMENT    ☐ PLEASE REPLY    ☐ PLEASE RECYCLE

---

NOTES/COMMENTS:

Enclosed are requested documents.

Marieglorie Zapata  
E-Rate Administrative Assistant  
e-mail: [mzapata@escuelascaticas-sj.org](mailto:mzapata@escuelascaticas-sj.org)



***Colegio Nuestra Señora del Rosario***

Calle 5 AA-7 — Reparto Valencia  
Bayamón, Puerto Rico 00619  
Tel. 798-5100

October 8, 2004

TO: **Celia Zheng**  
PIA Selective Review  
Universal Service Administrative Company  
School & Libraries Division  
Fax 973-599-6515

Response to E-Rate Selective Review Information Request Form 471 Applications#  
**420324, 420579** year 7 (2004-2005).

Information Regarding the Competitive Bidding Process and Vendor Selection:

1. The E-Rate funding procurement process for the **Colegio Nuestra Señora del Rosario** was conducted by the Consorcio de Colegios Católicos Arquidiócesis de San Juan on behalf of the participating schools, as established in the Consortium's participation agreement. Also, the CCCASJ signed an E-Rate Services Agreement. The school submitted a signed the F-471 as a supplement of the agreement. Copy of the agreement is included in Annex 1.
2. The school as a participant entity of the CCCASJ was part of the procurement process. After publishing the F-470, the vendors that contacted either CCCASJ or the school were invited to evaluate the Technology Plan implementation to gather the information they understood was necessary to confirm their proposals. Copy of the Technology Plan is included in Annex 2. (Will be sent by Fedex)
3. The bids were received by the CCCASJ by Madeline Melgen, Ed.D.
4. The service provider selection was recommended by the Consortium's (CCCASJ) technology committee as part of the advisory services to the consortium's participants. The CCCASJ received the service provider proposals, conducted the evaluation process and recommended a Service Provider to the participants.
5. Copy of the school representation agreement by the CCCASJ is included in Annex 3.
6. Included is the agenda of the meeting for the vendor selection notification for Internal Connections and Dedicated Services of year 7 (2004-2005) for the E-Rate Program. At this meeting the CCCASJ explained the evaluation and selection process to the participants. The written communication between the CCCASJ and the entities that are members of the Consortium is included in Annex 4.

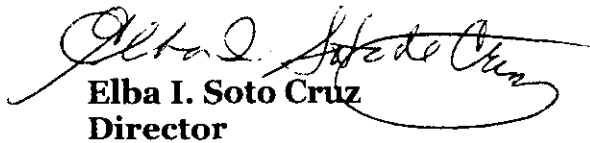
**Celia Zheng**

Page -2-

Information Regarding Item 25 Certification

1. Item 25 Worksheet Summary is included as Annex 5.
2. School budget 2004-2005 is included Annex 6.

Cordially,



**Elba I. Soto Cruz**  
**Director**

# Annex 1

## **Service Agreement**

Will be send by Fedex  
to your attention.

# Annex 2

## **Technology Plan**

Was sent by Fedex to  
your attention.

C.C.C.A.S.J.



## Consorcio Colegios Católicos Arquidiócesis de San Juan

Edificio 2021 Carr. 177 Guaynabo, Puerto Rico 00969-5140  
Teléfono (787) 731-6100 Fax (787) 731-0000

### Acuerdo de Representación

Este es un acuerdo de representación donde **Colegio Nuestra Señora del Rosario** solicita al Consorcio de Colegios Católicos de la Arquidiócesis de San Juan (Consorcio) representación y apoyo en los procesos relacionados a la solicitud y utilización de fondos del programa E-Rate que administra el School & Libraries Division (SLD), para el Año 7 (07/01/04 a 06/30/05). Este acuerdo define los términos bajo los cuales el Consorcio ofrecerá dicha representación y asesoramiento. Bajo este acuerdo **Colegio Nuestra Señora del Rosario** y el Consorcio se comprometen a cumplir con las responsabilidades que a cada uno le corresponden según lo establece el SLD y cualquier otro compromiso o responsabilidad que ambos acuerden deben establecer.

#### Consorcio:

- ✓ Asesorará a **Colegio Nuestra Señora del Rosario** en el desarrollo de su Plan de Tecnología que cumpla con los requisitos de SLD (Schools & Libraries Division).
- ✓ El Consorcio en representación de **Colegio Nuestra Señora del Rosario** publicará la Forma 470 y atenderá los procesos de establecer los requisitos de licitación, recibir y evaluar propuestas de los suplidores.
- ✓ El Consorcio dirigirá los esfuerzos para proveer información al SLD relacionada con los procesos de solicitud y utilización de los fondos E-Rate.
- ✓ El Consorcio se compromete a cumplir con las funciones que le asigna SLD a los consorcios representantes de entidades solicitantes. (Apéndice II)

#### Colegio/Academia

- ✓ Proporcionará al Consorcio de información necesaria para cumplimentar la solicitud de propuestas, Forma 470.
- ✓ Se compromete a proveer al Consorcio a los suplidores la información que estos solicitan para el proceso de completar sus propuestas.
- ✓ Se compromete a participar en el proceso de someter la Forma 471 y documentos relacionados, respondiendo a las solicitudes de información y firma de acuerdos en las fichas estipuladas.
- ✓ Se compromete a cumplir con los requisitos que establece SLD a las entidades solicitantes (Tabla de cotejo – Apéndice I)

Otros términos y condiciones pueden ser añadidos a este acuerdo, previa aprobación de ambas partes.

Nombre: **Elba I. Soto Cruz**

Firma: 

Posición: **Director**

Fecha: 5 de noviembre de 2003

Nombre: **Madeline Melgen, Ed.D.**

Firma: 

Posición: **Directora del Consorcio**

Fecha: 5 de noviembre de 2003

**“Sirviendo a los Colegios Católicos de San Juan”**

# Annex 4

## **Bidding Process**

Will be send by Fedex  
to your attention.



School Name: Colegio Nuestra Señora del Rosario

**ITEM 25 WORKSHEET SUMMARY: FAX BACK PAGE 1**

<b>Item 25 Worksheet Summary</b>		<b>Funding Year 6</b>	<b>Funding Year 7</b>
Please add Subtotals of Sections I through VI		<b>(2003-2004)</b>	<b>(2004-2005)</b>
<b>Section I: Connectivity</b>			
I-A. Commitment Amount Requested			
Telecom	1		\$1,296.00
Internet Access	2		\$14,924.80
Internal Connections	3		\$21,604.80
<b>Total of Funding Requests (I-A)</b>	<b>4</b>		<b>\$37,825.60</b>
I-B. Form 471 Applicant's Share			
Telecom	5		\$324.00
Internet Access	6		\$3,731.20
Internal Connections	7		\$5,401.20
<b>Total of Applicant Share (I-B)</b>	<b>8</b>		<b>\$9,456.40</b>
I-C. Amounts not covered by USF Program			
Telecom	9		\$0.00
Internet Access	10		\$0.00
Internal Connections	11		\$0.00
<b>Total of Amounts Not Covered (I-C)</b>	<b>12</b>		<b>\$0.00</b>
<b>Total Connectivity (I-A + I-B + I-C)</b>			<b>\$47,282.00</b>
<b>Section II: Hardware</b>			
II-A. Number of Computers Connected	13a. #	15	13b. # 20
II-B. Number of Servers Connected	14a. #	1	14b. # 2
II-C. Number of Data/Voice Drops Installed	15a. #	21	15b. # 71
II-D. Applicant Expenditure	16a. \$	\$0.00	16b. \$ \$0.00
II-E. Contribution / In-Kind Donations	17a. \$	\$4,136.68	17b. \$ \$26,575.65
<b>Total Hardware (II-D + II-E)</b>	<b>18a. \$</b>	<b>\$4,136.68</b>	<b>18b. \$ \$26,575.65</b>
<b>Section III: Professional Development</b>			
III-A. Staff Training Hours (Total 100%):			
0-5 Hrs. ____% 5-15 Hrs. <u>26%</u> 15-25 Hrs. <u>55%</u> 25-50 Hrs. <u>19%</u> 50 + Hrs. ____%			
III-B. Applicant Expenditure	20a. \$	\$0.00	20b. \$ \$0.00
III-C. Contribution / In Kind Donations	21a. \$	\$1,449.80	21b. \$ \$2,000.00
<b>Total Professional Development (III-B + III-C)</b>	<b>22a. \$</b>	<b>\$1,449.80</b>	<b>22b. \$ \$2,000.00</b>
<b>Section IV: Software</b>			
IV-A. Applicant Expenditure	23a. \$	\$0.00	23b. \$ \$0.00
IV-B Contribution / In Kind Donations	24a. \$	\$500.00	24b. \$ \$691.72
<b>Total Software (IV-A + IV-B)</b>	<b>25a. \$</b>	<b>\$500.00</b>	<b>25b. \$ \$691.72</b>
<b>Section V: Retrofitting</b>			
V-A. Applicant Expenditure	26a. \$	\$84,947.61	26b. \$ \$75,000.00
V-B Contribution / In Kind Donations	27a. \$	\$0.00	27b. \$ \$0.00
<b>Total Retrofitting (V-A + V-B)</b>	<b>28a. \$</b>	<b>\$84,947.61</b>	<b>28b. \$ \$75,000.00</b>
<b>Section VI: Maintenance</b>			
VI-A. Applicant Expenditure	29a. \$	\$8,400.00	29b. \$ \$8,500.00
VI-B Contribution / In Kind Donations	30a. \$	\$1.00	30b. \$ \$0.00
<b>Total Maintenance (VI-A + VI-B)</b>	<b>31a. \$</b>	<b>\$8,401.00</b>	<b>31b. \$ \$8,500.00</b>
<b>Total of E-Rate Initiative (Total of Section I to VI)</b>	<b>32a. \$</b>	<b>\$99,435.09</b>	<b>32b. \$ \$160,049.37</b>
<b>Technology Implementation Level (Enter Number of schools/libraries at each level from worksheet)</b>			
Level 1 current:	Level 2 current :	Level 3 current: X	Level 4 current:
Level 1 by 6/30/05:	Level 2 by 6/30/05:	Level 3 by 6/30/05: X	Level 4 by 6/30/05:

## RESOURCE PLAN: FAX BACK PAGE 2

**Resource Plans and Investments:** On this worksheet you are asked to estimate any relevant investments in the resources you need to make effective use of requested E-rate services that happened prior to Funding Year 2003 covered on the *Item 25 Worksheet Summary: Fax Back Page 1* as well as any other resources that are available to you but which are not represented on the *Item 25 Worksheet*. Please use this space, or attach an additional page, to provide narrative information about both your plans and strategies for securing the necessary resources to make effective use of the requested services and previous years' investments in technology. You may use the space below to cross reference sections of your approved technology plan, your budget, or other relevant documentation. If you have made a significant investment in technology prior to Funding Year 2003, please summarize these resources that are already in place. If you have applied for matching funds or grants from other sources that have not been approved yet, please note it. Include all information about resources that you have available to make effective use of E-rate funding.

El Colegio Nuestra Señora del Rosario procura mantenerse a la vanguardia es esta era Tecnológica. Para continuar con nuestro desarrollo hemos hecho mejoras tales como:

Aire acondicionado en el salón de Computadoras, Biblioteca y Laboratorio de Ciencia con un costo de \$6,075.00, además como todos lo salones tienen computadoras se han instalado 2 abanicos en cada uno con un costo de \$1,738.00. Para dar protección a los equipos se instaló una alarma con un costo de \$2,000.00. Se hizo una rampa con un costo de \$79,287.00. Se gasto \$10,672.00 en pintura en mejoras al Colegio. Se instalaron "screens" en el salón de computadoras con un costo de \$1,500.00. Se reparo el techo y rejas con un valor aproximado de \$10,700.00 y en el salón de computadoras se hicieron nuevas instalaciones para el equipo adquirido a un costo de \$3,500.00. Para poder continuar con el proyecto tecnológico sé esta trabajando en una subestación a un costo aproximado de \$75,000.00.

### **E-RATE IMPLEMENTATION DESCRIPTION: FAX BACK PAGE 3**

**E-rate Implementation:** On this worksheet please describe your overall strategy for implementing your E-rate requests this year, noting especially any differences if not all of your facilities are at the same technology implementation level. Please give us an overall picture of what you are trying to accomplish so that we can better understand how the requested services will work in conjunction with the resources that you have identified throughout this document.

Hemos desarrollado diferentes estrategias para lograr la integración de la tecnología al proceso académico. Los maestros se mantienen tomando talleres de crecimiento profesional ofrecidos por la superintendencia. Se han capacitado maestros que en la hora de capacitación dan talleres a los demás. La maestra de computadora ha desarrollado un horario para atender las necesidades de los maestros para integrar la tecnología a sus clases. En cada grupo se han seleccionado estudiantes talentosos que han sido preparados para servir de apoyo a sus compañeros de salón. Para adquirir más equipo y programados se han desarrollado diferentes actividades conjuntamente con los padres para recaudar fondos. Contamos también con las propuestas sometidas al Consorcio de Colegios Católicos.

## Selective Review Information Request Completion Certification

If the applicant's authorized representative completed the information in this document, please attach a copy of the letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf. For the purposes of this form, in the Employer's Name field, a consultant should enter the name of his or her consulting firm.

SECTION 1: AUTHORIZED SIGNER INFORMATION			
Name <b>Elba I. Soto Cruz</b>		Title <b>Director</b>	
E-mail Address		Telephone Office <b>787-798-5100</b> Fax <b>787-269-7551</b>	
Employer's Name <b>Colegio Nuestra Señora del Rosario</b>			
Employer's Street Address <b>Calle 5 AA-7 Reparto Valencia, Bayamón</b>		State <b>PR</b>	Zip Code <b>00959</b>
SECTION 2: APPLICANT INFORMATION			
Billed Entity Name <b>Colegio Nuestra Señora del Rosario</b>		Billed Entity Number <b>200599</b>	
Funding Year 2004 Forms 471 Application Numbers: <b>420324, 420579</b>			
SECTION 3: CERTIFICATION STATEMENT			
<p>* I certify that I prepared the responses in this document on behalf of the above named entity.</p> <p>* I certify that despite any budget deficits, fund-raising effort shortfalls, or other uncertainties that the funding sources(s) identified for my applicant share of E-rate will not be affected.</p>			
Authorized Signer's Signature <i>Madelaine Helgen, Esq.</i>		Date <b>October 15, 2004</b>	
Authorized School Official's Signature <i>Elba I. Soto Cruz</i>		Date <b>October 15, 2004</b>	

## Selective Review Information Request Checklist:

Remember to include all of the following in your response:

- \* Copies of signed and dated contracts relating to the Form (s) 471 for all contracted services, except those contracts that are state master contracts.
- \* Copies of all requests for proposals, etc., where a vehicle other than the Form 470 was used for procurement.
- \* Copies of all bids that were received for all funding requests.
- \* Complete documentation regarding the process used for selecting your service provider(s).
- \* Copies of any consulting agreements.
- \* Correspondence between the consultant/service provider and the school/library regarding the competitive bidding process and the application process.
- \* Copy of your technology plan that supports your funding request for Funding Year 2004.
- \* Fax Back Pages 1-4
- \* Approved operating budget which includes both revenues and expenses or alternative budget documentation.
- \* Letter of agency or agreement if responder is authorized representative of the eligible entity, if required.

Annex 6

**COLEGIO NTRA. SRA. DEL ROSARIO****PRESUPUESTO OPERACIONAL****2004 - 2005****ENTRADAS**

1. Cuotas Mensuales
2. Matriculas
3. Seguro Escolar
4. Materiales
5. Superintendencia Esc /Cat.
6. Arquidiósecis
7. Intereses
8. Otros

**TOTAL DE ENTRADAS**

\$ 487,000 \* E-rate income  
 37,000 \$ 9,456.40  
 2,500  
 5,500  
 750  
 400  
 12,000  
 7,600  
552,750

**GASTOS**

1. Sueldos Profesores
2. Salarios Religiosas
3. Comestibles
4. Seguro Social
5. Seguro por Desempleo
6. Seguro por Incapacidad
7. Aportaciones Fondo Retiro
8. Seguro Médico
9. Fondo Seguro del Estado
10. Teléfono
11. Luz y Agua
12. Depreciación
13. Gastos de Internet
14. Mantenimiento de Computadoras
15. Materiales de Oficina
16. Reparaciones
17. Seguros Generales
18. Seguro Escolar
19. Gastos de Auto
20. Servicios Profesionales
21. Contabilidad-Auditoría
22. Empleados Mantenimiento
23. Gastos de Limpieza
24. Donativos
25. Uniformes de Equipos
26. Cargos Bancarios
27. Gastos Médicos
28. Retiros
29. Gastos de Viajes
30. Gastos de Actividades
31. Cuota-Arquidiósecis
32. Cuota-Superintendencia
33. Material Educativo
34. Cuota-Religiosa
35. Pruebas de Aprovechamiento
36. Gastos de Graduación
37. Cuota Deportes
38. Convención Esc. Catolicas
39. Misceláneos

**TOTAL DE GASTOS**

\$ 254,000  
 60,000  
 9,000  
 19,400  
 7,200  
 1,100  
 6,500  
 17,000  
 4,000 \* Telecomm \$ 324.00  
 2,100  
 9,000  
 32,200  
 6,000 \* E-rate expense  
 9,000 Internet  
 4,500 \$ 3,721.20  
 10,000 \* Internal Connect.  
 6,500 \$ 5,401.20  
 2,500  
 2,000  
 18,000  
 3,800  
 6,000  
 3,000  
 1,500  
 3,000  
 2,500  
 3,000  
 2,000  
 5,000  
 8,000  
 400  
 800  
 5,500  
 300  
 6,000  
 4,500  
 1,000  
 1,000  
 2,000  
539,300

**EXCESO DE ENTRADAS SOBRE GASTOS****\$ 13,450**

TRANSMISSION VERIFICATION REPORT

TIME : 10/16/2004 11:41  
NAME :  
FAX :  
TEL :

DATE, TIME  
FAX NO./NAME  
DURATION  
PAGE(S)  
RESULT  
MODE

10/16 11:38  
19735996515  
00:03:09  
12  
OK  
STANDARD  
ECM

**SUPERINTENDENCIA DE ESCUELAS  
CATOLICAS**

**PROGRAMA E-RATE**

**FAX (787) 272-0771**

FACSIMILE TRANSMITTAL SHEET

TO:	FROM:
Celia Zheng	Marieglorie Zapata
COMPANY:	DATE:
PIA Selective Review	10/18/2004
FAX NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER:
1-973-599-6515	12
PHONE NUMBER:	SENDER'S REFERENCE NUMBER:
RE:	YOUR REFERENCE NUMBER:
COLEGIO NUESTRA SEÑORA DEL ROSARIO	

☒ URGENT    ☐ FOR REVIEW    ☐ PLEASE COMMENT    ☐ PLEASE REPLY    ☐ PLEASE RECYCLE

NOTES/COMMENTS:

Enclosed are requested documents.

Marieglorie Zapata  
E-Rate Administrative Assistant

marieglorie.zapata@escuelascaticas.org



**Universal Service Administrative Company**  
Schools & Libraries Division

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Date: 11/03/2004

Dear Madeline Melgen,  
Applicant Name (All Puerto Rico Applications you have)  
Contact Number: 1-787-731-6100  
Application Number(s): Multiple

The Program Integrity Assurance (PIA) team is in the process of reviewing all Form 471 Applications for schools and libraries discounts to ensure that they are in compliance with the rules of the federal universal service program. We are currently in the process of reviewing your Funding Year 2004 Form 471 Application. To complete our review, we need some additional information. The information needed to complete the review is listed below.

Madeline, we are trying to find out how you get your discount information for NSLP. I'm sure you have something different, however, we will need to have documentation for all the Schools, Public, Private, Academies, Catholic, etc., with the **Total Student Enrollment** and those eligible for **Free (Gratis) & Reduced (Reducido) lunches**.

I tried to call the E-Rate coordinator for Puerto Rico, but no one spoke English.

If there is anything you can do, it will certainly speed up processing the applications. I don't know if you are the only one working on the applications for Puerto Rico, if there are others we will need a complete list of the schools with the information above.

Thanks so much for your prompt attention in this matter.

If you have already submitted the Item 21 Attachments, please fax an EXACT COPY of the Item 21 Attachments that were previously submitted. If you do not wish to resubmit the Item 21 Attachment, you are not required to do so. We will process your application once the Item 21 Attachments have been scanned into our system.

Please fax or e-mail the requested information to my attention. If you have any questions, please feel free to contact me.

It is important that we receive all of the information requested so we can complete our review. **Failure to do so may result in a reduction or denial of funding.**

**Please send the requested information within seven calendar days. If you need additional time to prepare your response, please let me know as soon as possible.**

Thank you for cooperation and continued support of the Universal Service Program.

Sincerely,

Nancy A. Rocco  
Schools And Libraries Division  
Program Integrity Assurance  
Phone: 973-884-8250  
FAX: 973-599-6522  
nrocco@sl.universalservice.org

**Colegio Nuestra Señora del Rosario**

Calle 5 AA, 7 — Reparto Valencia  
Bayamón, Puerto Rico 00619  
Tel. 798-5100

December 10, 2004.

**Schools and Libraries División  
Program Integrity Assurance**

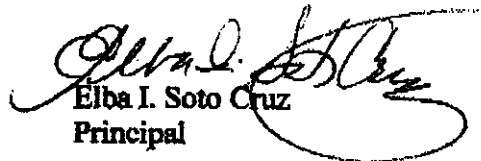
Colegio Nuestra Señora del Rosario wants to certify the following information:

- |  |     |
|--|-----|
| 1. Total number of students enrolled   | 272 |
| 2. Number of surveys/applications sent out   | 272 |
| 3. Number of surveys/applications returned   | 266 |
| 4. Total number of students qualified for NSLP<br>(as per the returned surveys/applications) | 152 |
| 5. Are the surveys/applications and results kept on file                                     | YES |

"I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 Item 10b of Block 4 (worksheet A) of the form 471".

Enclosed is copy of the survey applied.

Cordially,

  
Elba I. Soto Cruz  
Principal



Departamento de Educación  
Área de Planificación y Desarrollo Educativo  
División de Planificación

## ESTUDIO SOCIOECONÓMICO

PARA AÑO ESCOLAR 2004 - 2005

1. Región Educativa Bayamón 2. Distrito Escolar Bayamón I  
3. Escuela Col. nstra Sra del Rosario 4. Grado 5to Grado  
5. Nombre del Estudiante [REDACTED]  
6. Nombre del Padre o Encargado Giovanni Vélez Ramos  
Ocupación Vendedor  
Ingreso Anual 4,500  
7. Nombre de la Madre Yolanda Montalvo  
Ocupación N/A  
Ingreso Anual N/A  
8. Total Ingreso Anual Familiar 4,500  
9. Total Miembros de la Familia 4 miembros

Certifico Correcto:

Firma del padre o encargado

Fecha:

Firma del Maestro: